

Request for REF Assessment (Major REF)

Template Reference: DOC24/3132012 March 2025

Project details

Project name:	Vincentia High School Upgrade		
Location:	142 The Wool Road, Vincentia, NSW, 2540		
Description of proposed works/activity:	<ul style="list-style-type: none">Construction of a new two-storey home base building.Installation of solar panels.Construction of new stairs and covered walkways.Internal road upgrade which involves providing a new drop off zone, parking spaces and pedestrian pathway.Relocation of existing shade structure.External landscape works.Tree removal.		
Estimated cost of proposed works:	\$18.7M		
Project cost code:	CDP/008329-01		
Is the site owned by the Minister:	Yes	If not owned by the Minister, has landowner's consent been obtained for general use of the site by DoE (i.e. installation of a sign for exhibition purposes)?	N/A

REF Pathway

The proposed works qualify as a Part 5 activity under:

Section	Activity (see T&I SEPP for full details)	Yes?
3.37(1)(b) to (e)	Existing or approved school: (b) Minor alterations or additions (c) Restoration, replacement or repair of damaged buildings or structures (d) Security measures, including fencing, lighting and security cameras (e) Demolition of structures or building	<input type="checkbox"/>
3.37(1)(a)	Existing or approved school: (a) Construction, operation and maintenance	<input checked="" type="checkbox"/>
3.37A	New school	<input type="checkbox"/>
Other	[Insert] (i.e. s2.109 Roads and road infrastructure facilities)	<input type="checkbox"/>

Certification

The above REF comprising the documents listed below has been reviewed. On the basis of that review, it is confirmed that:

- ☒ The scope of work described in the updated REF is an accurate description of the full scope of works/activity proposed to be undertaken and fall within the scope of the activity allowed under the provisions of the T&I SEPP noted above.
- ☒ The Communication and Engagement Manager has given approval for the determined REF to be published on the Planning Portal.
- ☒ The documentation attached contains all the required technical information to allow determination.
- ☒ The updated REF concludes that the development would not result in any likely significant environmental impacts.
- ☒ The updated REF has been reviewed by:
 - ☒ DoE Statutory Planning Planner and Manager advising the project
 - ☒ DoE Heritage Manager, as required

- ☒ DoE Sustainability Manager, as required
- ☒ DoE Design and Infrastructure Standards Manager, as required
- ☒ DoE Transport team, as required
- ☒ The updated REF considers and responds to the submissions received during the exhibition period and the key issues raised in the Request to Consider Submissions, and the level of response is considered acceptable by the Senior Project Director, DoE School Infrastructure.
- ☒ The recommended mitigation measures are acceptable to the project and deliverable.

Name and position:	Signature:	Date:
Alex Jellie Senior Project Manager, RPI Project Manager		01.04.25
Natali Boskovska Project Director, DoE School Infrastructure		1.04.25
Martin Mende Senior Project Director, DoE School Infrastructure		01/04/2025

Document List (REF report and Appendices)

Document name	Prepared by	Reference	Version	Date
Vincentia HS Upgrade REF	Urbis	Final	2	01.04.2025
Vincentia HS Upgrade REF - A1 Mitigation Measures	Urbis	Final	2	01.04.2025
Vincentia HS Upgrade REF - A2 Architectural Design Report	Fulton Trotter Architects	Final	C	31.03.2025
Vincentia HS Upgrade REF - A3 Architectural Drawings	Fulton Trotter Architects	Final	REF Issue	31.03.2025
Vincentia HS Upgrade REF - A4 Site Survey	Astrea	Final	A	15/12/2023
Vincentia HS Upgrade REF - A5 Civil Engineering Plans	Meinhardt	Final	P5	31.03.2025
Vincentia HS Upgrade REF - A6 Landscape Drawings	Ground Ink	Final	G	24.03.2025
Vincentia HS Upgrade REF - A7 Hydraulic Infrastructure Services Report	ACOR	Final	E	31.03.2025
Vincentia HS Upgrade REF - A8 Services Drawings	Acor and NDY	Final	D, 9	26.02.2025 , 01.04.2025
Vincentia HS Upgrade REF - A9 BCA Report	Group DLA	Final	F	31.03.2025
Vincentia HS Upgrade REF - A10 Section 10.7 (2)(5) Planning Certificate	Shoalhaven Council	Final	1	17.10.2024
Vincentia HS Upgrade REF - A11 Sustainable Development Plan	NDY	Final	2.3	26.03.2025
Vincentia HS Upgrade REF - A12 Accessibility Assessment	Group DLA	Final	G	26.03.2025
Vincentia HS Upgrade REF - A13 Civil Engineering Design Report	Meinhardt	Final	3	31.03.2025
Vincentia HS Upgrade REF - A14 Preliminary Construction Management Plan	RPI	Final	1	31.03.2025
Vincentia HS Upgrade REF - A15 Construction Waste Management Plan	EcCell	Final	1	31.03.2025
Vincentia HS Upgrade REF - A16 Operational Waste Management Plan	EcCell	Final	2	31.03.2025
Vincentia HS Upgrade REF - A17 Transport Access Impact Assessment	Bitzios Consulting	Final	6	01.04.2025
Vincentia HS Upgrade REF - A18 Noise and Vibration Impact Assessment	NDY	Final	3	31.03.2025
Vincentia HS Upgrade REF - A19 Indigenous Heritage Assessment	Apex Archaeology	Final	2	7.11.2023
Vincentia HS Upgrade REF - A20 European Heritage Summary Report	City Plan	Final	3	31.03.2025
Vincentia HS Upgrade REF - A21 Flora and Fauna Assessment	Water Technology	Final	3	27.03.2025
Vincentia HS Upgrade REF - A22 Arboricultural Impact Assessment	Allied Tree Consultancy	Final	Final	31.03.2025
Vincentia HS Upgrade REF - A23 Flood Due Diligence Report	TTW Consulting	Final	F	31.03.2025
Vincentia HS Upgrade REF - A24 Preliminary Site Investigation (PSI)	Stantec	Final	0	31.03.2025

Document name	Prepared by	Reference	Version	Date
Vincentia HS Upgrade REF - A25 Bushfire Assessment Report (BAR)	Eco Logical	Final	6	31.03.2025
Vincentia HS Upgrade REF - A26 Geotechnical Site Investigation Report	Stantec	Final	2	31.03.2025
Vincentia HS Upgrade REF - A27 Asbestos in Grounds Management Plan	WSP	Final	3	08.02.2021

Guidance

File type and naming requirements

Naming of files lodged must follow the requirements set out below to enable efficient handling and uploading of files to the Planning Portal.

- All files must be in **pdf format** and be compressed to reduce file size as much as possible for accessibility purposes. Files larger than 300MB cannot be uploaded to the Planning Portal.
- Any attachments to REF appendices must be included in the main Appendix pdf file and cannot be provided as separate files. Where an appendix file is too large, they may be separated into multiple files but must be clearly named (i.e. Part 1, Part 2).
- Non-pdf files (i.e. email files) cannot be accepted.
- File names should be limited in length with the school name shortened or abbreviated as appropriate. Contractor names or other unnecessary information (i.e. "Final") should not be included. Examples:

Little Bay PS Upgrade REF

Little Bay PS Upgrade REF – A1 Mitigation Measures

Little Bay PS Upgrade REF – A2 Transport

Little Bay PS Upgrade REF – A3 Acoustic

Lodgement

Once completed, this form along with the REF package and a completed REF Review Checklist may be sent to Part5Assessments@det.nsw.edu.au. For lodgement, files must be included in one shared / drop-box folder. Subfolders should only be included where required to distinguish (1) the REF and Appendices from (2) supporting documents (i.e. lodgement form and review checklist) and (3) documents provided for information (i.e. landowner consent letters etc). Folders cannot be downloaded so file names must be sufficient to identify the document.